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ABSTRACT OF THE DISCLOSURE

A microstructure is formed in a viscous glass or plastic substrate by pressing a structured surface of a forming tool corresponding to a negative of the microstructure to be produced in the viscous glass or plastic substrate. After the microstructure has been formed, the forming tool is removed from the surface. In order to help form the microstructure and remove the forming tool from the substrate the forming tool has an at least partially porous base body (1) and an operative layer (2) structured with a negative structure consisting of grooves (11) extending to the porous base body (1). The forming of the microstructure in the substrate is assisted by applying suction to the porous base body (1) so that the grooves (11) fill more easily and completely with melted glass or plastic material. The removal of the forming tool after forming the microstructure is assisted by applying an overpressure to the porous body to help release the solidified glass or plastic material from the forming tool.